

Executive Committee Agenda

Wednesday, October 16, 2024

8:30 am to 10:15 am

Embassy Suites by Hilton Milpitas Silicon Valley

901 E Calaveras Blvd, Milpitas, CA 95035

Redwood Room

[Zoom Meeting Link](#)

Join by phone: 1-669-900-6833

Meeting ID: 208 614 7159 Passcode: EC2024

8:30 am	Welcome and Introductions <i>Deborah Starkey, Chairperson</i>	
8:35 am	Accept June 2024 and August 2024 Meeting Minutes (Action) <i>Tony Vartan, Chairperson-Elect</i> <ul style="list-style-type: none">• Committee Discussion• Public Comment• Vote	Tab 1
8:40 am	Nominating Committee Update <i>Jenny Bayardo, Executive Officer</i>	Tab 2
8:45 am	Expenditure Reports & Allotments Update <i>Naomi Ramirez, Chief of Operations</i>	Tab 3
8:50 am	Council Membership Update <i>Naomi Ramirez, Chief of Operations</i>	Tab 4
8:55 am	Prop 1 Implementation: CBHPC Ad-Hoc Update <i>Susan Wilson, Council Member, Barbara Mitchell, Council Member, Javier Moreno, Council Member</i>	
9:05 am	Behavioral Health Services Act (BHSA) & Behavioral Health Bond (BHB) Implementation Prioritization (Action) <i>Jenny Bayardo, Executive Officer, Susan Wilson, Council Member, Barbara Mitchell, Council Member, Javier Moreno, Council Member</i> <ul style="list-style-type: none">• Potential areas of focus for CBHPC advocacy• Committee Discussion on BHSA & BHB priorities• Public Comment	Tab 5
9:25 am	Break	

9:30 am	Committee Meeting Facilitation Materials <i>Tony Vartan, Chairperson-Elect and Naomi Ramirez, Chief of Operations</i>	Tab 6
9:40 am	Appointment Categories (Action) <i>Deborah Starkey, Chairperson</i> <ul style="list-style-type: none"> • <i>Committee Discussion</i> • <i>Public Comment</i> • <i>Vote</i> 	Tab 7
9:50 am	Report from CA Coalition for Behavioral Health <i>Daphne Shaw</i>	
9:55 am	Report from CA Association of Local Behavioral Health Boards and Commissions <i>Theresa Comstock</i>	
10:05 am	General Public Comment <i>Members of the public can comment on any non-action agenda item that did not have public comment or any other general item.</i>	
10:10 am	Wrap-Up and Plan for Next Meeting <i>Deborah Starkey, Chairperson</i>	
10:15 am	Adjourn	

The scheduled times on the agenda are estimates and subject to change.

Public Comment: Limited to a **2-minute maximum** to ensure all are heard.

Executive Committee Members

Officers: Deborah Starkey, Chairperson Tony Vartan, Chair-Elect Noel O'Neill, Past Chair

Housing/Homelessness: Monica Caffey, Chairperson Deborah Starkey, Chair-Elect

Legislation: Barbara Mitchell, Chairperson Javier Moreno, Chair-Elect

Patients' Rights: Daphne Shaw, Chairperson Mike Phillips, Chair-Elect

Systems and Medicaid: Uma Zykofofsky, Chairperson Karen Baylor, Chair-Elect

Workforce and Employment: Walter Shwe, Chairperson

Performance Outcomes: Susan Wilson, Chairperson Noel O'Neill, Chair-Elect

Reducing Disparities Workgroup: Uma Zykofofsky

Children & Youth Workgroup: Vandana Pant

Substance Use Disorder Workgroup: Javier Moreno

At-Large: Arden Tucker

Liaisons: **CBHDA:** Tony Vartan **DHCS:** Erika Cristo

CCMH: Daphne Shaw

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, October 16, 2024

Agenda Item: Accept June 2024 and August 2024 Meeting Minutes (Action)

Enclosures: June 2024 Meeting Minutes

August 2024 Meeting Minutes

Background/Description:

Attached are the draft meeting minutes for the Executive Committee to review and adopt.

CBHPC Executive Committee Meeting

June 19, 2024

Committee Members Present:

Karen Baylor
Erika Cristo*
Ian Kemmer (for Veronica Kelly)
Barbara Mitchell
Noel O'Neill
Daphne Shaw
Javier Moreno

Walter Shwe
Deborah Starkey
Arden Tucker
Tony Vartan
Susan Wilson
Uma Zykovsky

*=Remote Attendance

Committee Members Absent: Monica Caffey and Vandana Pant

Staff Present: Jenny Bayardo, Naomi Ramirez

Welcome and Introductions

Chairperson Deborah Starkey called the meeting to order, welcoming Council Members. Attendees introduced themselves. A quorum was established with 13 of 15 members present.

Approval of the April 2024, Executive Committee Meeting Minutes (Action)

Chairperson Elect Tony Vartan asked if committee members had any changes to the minutes. With no changes requested, Tony Vartan moved to record minutes as accepted. Minutes accepted as written.

Expenditure Reports & Budget Updates

Naomi Ramirez reviewed the expenditure report through the end of April 2024. She reported that the expenses from the April meeting are now reflected on the report provided. The updated allotments from the Department of Health Care Services were provided in the meeting packet and reviewed.

Karen Baylor asked, "What happens to unspent funds". Council staff reported that unspent funds remain with the Department, but we can roll over funds for specific items such as contracts. The Council also charges to previous years when appropriate up to three years. Javier Moreno asked what the difference is between the allotments and projected budget. Naomi Ramirez, Chief of Operations reported that the allotments is the amount DHCS gives the Council for the identified categories and the projected spending is what we plan to spend in the upcoming year. The Council can adjust spending in allotted categories as needed, provided we do not exceed total allotments.

Naomi Ramirez shared that by the next meeting a new tracking sheet will be provided to the Executive Committee that tracks other funds received by the Council such as donations and stipends given on behalf of council members.

CBHPC Updated Documents (Action)

Executive Officer, Jenny Bayardo, reviewed the updated Council priorities document created to reflect the current work of the Council. The updated priorities document includes the Welfare and Institutions Codes that describe the Council's roles and responsibilities. Committee charters are included in the second page of the priorities document. The committee had no questions, concerns. Uma Zykovsky requested a date be added to the document.

The priorities documents will be posted to the Council webpage, used in the New Council Member Orientation Materials, and included in presentations to partners about the California Behavioral Health Planning Council. The document will be updated as committees update their work plans and charter and will always be in alignment with Council priorities and committee work. The committee agreed by consensus to the use and distribution of the Council Priorities document.

Javier Moreno inquired about other written materials about the Council's responsibilities. Executive Officer, Jenny Bayardo, shared that this information is on the Council's website and there is a brochure that also includes this information. Javier suggested we summarize the Council responsibilities in another written document that is less detailed than the priorities document but more detailed than the Council brochure.

Committee Meeting Facilitation Discussion

Chairperson-Elect, Tony Vartan provided a brief overview of the Council committee structure and referenced the "Motion at a Glance" document enclosed in the meeting packets. Tony added that this document should be provided to all Council Members as a reminder of the process. The housekeeping PowerPoint created based on feedback from committee chairs at a prior mentorship forum were reviewed and discussed.

Main points of discussion included:

- Council Member participation in discussions
- Creating space for all members, specifically those with lived experience to speak
- Breaks
- Chairpersons keeping discussions on topic and time.
- Time limits on comments/questions
- Managing Public Comment
- Options for getting Council Members questions answered when there is not enough time to ask every question someone may have (staff can collect and ask speaker for responses then provide after meeting)
- Suggestion: Use 3X5 cards that Council Members can write questions down on and give to meeting facilitator

- The housekeeping page about committee discussion should be on the table visible and can be projected when discussion starts as a reminder.
- How to share this information with committee members-staff will read

RDW Questions for Presenters

The reducing disparities lead, Uma Zykovsky, thanked the committee for the questions and concerns provided at the April 2024 meeting in regard to the questions the workgroup developed. The workgroup worked on these questions over the past two years. The committee engaged in a discussion about the “Reducing Disparities Questions for Presenters” and their use in committee meetings and General Session. Uma agreed to modify the questions to include:

- Statement about the importance addressing disparities to the Council.
- Clarification of presenter expectations.
- Integration of the questions into the presentations, not add time or work.
- Example for presenters of what we are looking for.
- The question about the demographics of the staff should include the demographics of the board as well.
- Separate the mission statement from the question about unconscious bias.

Uma Zykovsky will make the modifications, vet the updated questions through the workgroup and bring them back for approval at the next Executive Committee meeting. The questions will be used for a minimum of six months once approved.

Appointment Categories Discussion

Chairperson Deborah Starkey reminded the committee that in April they discussed changing the name of the direct consumer category. Barbara Mitchell commented on the Welfare and institutions codes requirements. Council Members shared they have heard individuals comment on how dated the term is. Some possible options included person with lived experience, peer, and consumer. The term that came up the most in the last meeting was person with lived experience. Walter Shwe affirmed that person with lived experience is widely used at this time. Multiple Council Members suggested use person with lived experience of serious mental illness and person with lived experience of Substance Use Disorder. Javier Moreno expressed concern in having someone specify what their lived experience is in as they may be in a fragile state in their recovery. Tony Vartan agreed that it would be best to avoid labeling people. Mike Phillips suggested we use a general term but then detail the types of lived experience included.

The committee requested staff look into the federal requirements for the composition of the Council. No decision was made, the topic will be revisited in a future meeting.

Council Membership Update (Action)

Chief of Operations, Naomi Ramirez, reported that the Council currently has 3 vacancies: 1 Parent of a Child with SED, 1 Family Member, and 1 Direct Consumer. The Council staff continues to host tables at relevant conferences and events to recruit for the vacancies. Tony Vartan recommended filling one of the vacancies specifically with youth or Transitional Age Youth (TAY), and Javier Moreno recommended recruiting more members with lived experience of Substance Use Disorder (SUD).

Approve Transparency Statement (Vote)

Chief of Operations, Naomi Ramirez, reported that the Transparency Statement was updated based on a job change reported by Council Member Karen Baylor. Noel O'Neill made a motion to approve the updated Transparency Statement enclosed in the meeting packet. Javier Moreno seconded the motion. A roll call vote was taken. The motion passed unanimously.

Council Representation at External Meetings

Executive Officer, Jenny Bayardo shared that the Council has recently been appointed to multiple state advisory bodies. Council Member are approved by the Officer Team to represent the Council's position and opinion publicly. The Executive Officer worked with staff to create the "Council Representation at External Meetings" document to show the external groups members participate in.

Prop 1 Implementation: CBHPC Ad-Hoc Committee Creation (Vote)

Executive Officer Jenny Bayardo proposed, in agreement with the Officer Team, the creation of an ad-hoc workgroup focused on Proposition 1. Susan Wilson's focus in the proposed ad hoc is stakeholder engagement and Javier Moreno's focus is SUD. Barbara Mitchell expressed interest in joining the ad hoc with her expertise in housing and regulations. The committee did not take a vote but the ad hoc was agreed by consensus for the Officer Team's creation of the ad hoc workgroup.

Report from CA Coalition for Mental Health

Daphne Shaw reported that the CA Coalition for Mental Health (CCMH) has changed to the CA Coalition for Behavioral Health (CCBH), and the next meeting takes place June 26, 2024. The meeting will include a panel on the behavioral health workforce, an overview of Proposition 1, and a presentation by occupational therapists and vocational rehabilitation counselors. Elections to fill vacant positions will also take place.

Report from CA Association of Local Behavioral Health Boards (CALBHB/C)

Executive Director, Theresa Comstock, reported that the CALBHB/C's focus this year is Proposition 1, as well as diversity, equity, and inclusion. Theresa also asked the Council to consider sponsoring Senate Bill 1082.

Public Comment

Steve Leoni commented that the agenda should include public comment after every vote instead of only having general public comment at the end.

Wrap-Up and Plan for Next Meeting

The next meeting is on October 16, 2024, in Milpitas, California.

Adjourn

The meeting was adjourned at 10:16 a.m.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, October 16, 2024

Agenda Item: Nominating Committee Update

Enclosures: Excerpt of CBHPC Operating Policies and Procedures

List of Prior Chairpersons

Nominating Committee Membership

Background/Description:

The two-year term for the current Chairperson, Deborah Starkey, ends at the January 2025 General Session meeting. During General Session responsibility shifts to the current Chair-Elect Tony Vartan voted in January of 2023. At the January 2025 meeting, the full Council will vote on the Chairperson-Elect who will take over the responsibilities of the Council Chairperson for the 2027-2028 term.

The Executive Officer, Jenny Bayardo, will provide an update on the status of the selection of nominating committee.

CBHPC OPERATING POLICIES AND PROCEDURES

6.2 Selection Criteria for Nominating the Chairperson-Elect

- a. The Chairperson-Elect nominee must meet the minimum qualifications in the job description contained in [Attachment A](#). The nominee must be able to meet the minimum qualifications in the Chairperson's job description in one year's time. The job description will contain both minimum and desirable qualifications for the office.
- b. A nominee must be willing to serve as an officer.
- c. It is recommended that a nominee have served as a chairperson of a committee for at least one year.
- d. The nominee should have been on the Council for at least one year and be active in the Planning Council with a good attendance record for Planning Council meetings and committee meetings.
- e. Consistent with the Planning Council's values, the Nominating Committee should consider including a direct consumer or family member in the slate of officers.
- f. In the fall, the Executive Officer will solicit volunteers to serve on the Nominating Committee.
- g. A Nominating Committee, appointed by the Officer Team, will nominate a Chairperson-Elect. The Nominating Committee shall consist of five members with one from each appointment category: direct consumer, family member, consumer-related advocate, professional/provider, and state department representative.
- h. The Nominating Committee will review the Operating Policies and Procedures, including the job description for the Chairperson, Council roster and list of prior Chairpersons to begin the discussion to identify potential nominees.
- i. Prior to the January meeting, the Chairperson of the Nominating Committee will approach identified Planning Council members and inquire if they would consider serving as an officer.

6.3 Election and Term

- j. During the January Planning Council meeting, the Nominating Committee will present its proposed Chairperson-Elect nominee. Additional nominations may be made from the floor at that time.
- k. Election of the Chairperson-Elect will occur at the opening of the January General Session. The newly elected officer will take office immediately after the election.

YEAR	CHAIR		CHAIR-ELECT		VICE-CHAIR	
1993	Don Richardson	FM	Not yet created		Lisa Connor	DC
1994	Don Richardson	FM			Lisa Connor	DC
1995	Stella March	FM	Ron Waters	DC	Susan Garritson	Prov /Prof
1996	Ron Waters	DC	John Nickens	Prov/Prof	Office eliminated	
1997	John Nickens	Prov/Prof	Karen Hart	FM/SED		
1998	Karen Hart	FM/SED	Daphne Shaw	Coalition		
1999	Daphne Shaw	Coalition	Susan Mandel	Prov/Prof		
2000	Susan Mandel	Prov/Prof	John Brunges	DC		
2001	John Brunges	DC	Darlene Prettyman	FM		
2002	Darlene Prettyman	FM	Barbara Mitchell	Prov/Prof		
2003	Barbara Mitchell	Prov/Prof	Ed Walker	Prov/Prof		
2004	Ed Walker	Prov/Prof	Alice Washington	DC		
2005	Ed Walker	Prov/Prof	Beverly Abbott	Con-Rel Ad		
2006	Beverly Abbott	CRA	Walter Shwe	DC		
2007	Walter Shwe	DC	Celeste Hunter	FM/SED		
2008	Celeste Hunter	FM/SED	Dale Mueller	Prov/Prof		

YEAR	CHAIR		CHAIR-ELECT		VICE-CHAIR	
2009	Dale Mueller	Prov/Prof	Gale Nickerson	Con-Rel Ad		
2010	Gail Nickerson	Con-Rel Ad	Luis Garcia	FM		
2011	Luis Garcia	FM	John Black	DC		
2012	John Black	DC	John Ryan	Prof/Prov		
2013	John Ryan	Prof/Prov	Monica Wilson	CRA		
2014	Monica Wilson	CRA	Cindy Claflin	FM		
2015	Cindy Claflin	FM	Josephine Black	DC		
2016	Josephine Black	DC	Susan Wilson	Prof/Prov		
2017	Susan Wilson	Prof/Prov	Raja Mitry	CRA		
2018	Raja Mitry	CRA	Lorraine Flores	FM		
2019-20*	Lorraine Flores	FM	Noel O'Neill	CRA**		
2021-22	Noel O'Neill	***Prof/Pro	Deborah Starkey	FM		
2023-24	Deborah Starkey	FM				

* In 2019, the Executive Committee amended the term of Council Chairperson from 1 year to 2 years.

** Direct Consumer (DC) was next in line, however, no DC's accepted so Nominating Committee chose to move to next category.

*** Noel O'Neill CRA at time nominated then moved back into Professional Provider slot recently.

Year	Consumer	Family Member	Consumer Related Advocate	Professional/ Provider	State Representative
1999	John Brunges	Karen Hart	Zoey Todd	Gale Bataille, Chair	Gary Pettigrew
2000	Bonnie Schell	Karen Hart	Daphne Shaw, Chair	Ed Walker	Virginia McNeely
2001	Erma Kendrick	Karen Hart, Chair	Zoey Todd	Jon Nibbio	Carol Hood
2002	Carmen Lee	Luis Garcia	Adrienne Cedro-Hament	Susan Mandel, Chair	Virginia McNeely
2003	Vernon Montoya	Karen Hart	Adrienne-Cedro – Hament	Barbara Yates, Chair	Carol Hood
2004	George Fry	Celeste Hunter	Adrienne Cedro-Hament	Daphne Shaw, Chair	Jim Bellotti
2005	Carmen Lee	Bettye Randle, Chair	Renee Becker	Jim Broderick	Michael Borunda
2006	Alice Washington, Chair	Renee Becker	Adrienne Cedro-Hament	John Ryan	Michael Borunda
2007	Joe Mortz	Bettye Randle	Beverly Abbott, Chair	Susan Mandel	Michael Borunda
2008	Walter Shwe	Karen Hart	Beverly Abbott	Daphne Shaw, Chair	Shama Chaiken
2009	Joe Mortz	Celeste Hunter	Beverly Abbott	Stephanie Thal, Chair	Lana Fraser
2010	Joe Mortz	Luis Garcia	Beverly Abbott, Chair	Jonathan Nibbio	Lana Fraser
2011	Walter Shwe	Karen Hart, Chair	Gail Nickerson	Daphne Shaw	Lana Fraser
2012	Carmen Lee	Cindy Claflin	Gail Nickerson, Chair	Dale Mueller	Cheryl Treadwell
2013	Walter Shwe	Celeste Hunter		Jaye Vanderhurst, Chair	Monica Nepomuceno
2014	Bill Wilson/Carmen Lee	Lorraine Flores, Chair	Monica Wilson	Dale Mueller	Jeff Riel
2015	Arden Tucker, Chair	Robbie Powelson	Monica Wilson	Darlene Prettyman	Cheryl Treadwell
2016	Esmeralda Liberato	Karen Hart	Melen Vue, Chair	Dale Mueller	Peter Harsch
2017	Carmen Lee	Karen Hart	Noel O'Neill	Dale Mueller	Gail Nickerson
2018	John Black	Darlene Prettyman	Noel O'Neill	Christine Costa	Cheryl Treadwell
2019*	John Black	Deborah Starkey	Noel O'Neill	Christine Costa	Cheryl Treadwell
2020	John Black	Lorraine Flores	Susan Wilson	Karen Baylor	Cheryl Treadwell

Year	Consumer	Family Member	Consumer Related Advocate	Professional/ Provider	State Representative
2021	N/A				
2022	John Black	Darlene Prettyman	Susan Wilson	Karen Baylor/ Noel O'Neill, Chair	

* In 2019, the Executive Committee amended the term of Council Chairperson from 1 year to 2 years.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, October 16, 2024

Agenda Item: Expenditure Reports & Allotments Update

Enclosures: Fiscal Year 2023-24 Expenditure Close-Out Report

Fiscal Year 2024-2025 Expenditure Report

Background/Description:

The Fiscal Year 2023-24 expenditure Close-Out Report is enclosed. The Chief of Operations, Naomi Ramirez, will provide an overview of this report. The current year expenditure report is also included, and Council Members may ask questions about current year spending as needed.

The Department of Health Care Services (DHCS) provides annual allotments that the Council uses to establish our budget and plan annual spending. Allotments are generally released each year in August, however due to the State's current budget deficit allotments are still being calculated by DHCS. Naomi Ramirez will provide an update on the Council's allotments during this agenda item.

CBHPC SAMHSA Expenditures FY 2023-24																
PERSONAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
Salaries	\$276,816	17,462.43	\$17,868	\$17,768	\$17,768	\$17,818	\$17,508	\$17,152	\$17,152	\$17,202	\$17,202	\$17,202	\$17,462	\$0	\$209,567	\$12,675
Staff Benefits	\$140,720	8,915.50	\$9,763	\$9,916	\$10,679	\$10,663	\$11,011	\$10,624	\$10,624	\$10,628	\$10,596	\$10,596	\$10,560	\$0	\$124,577	\$40,226
Total Personal Services	\$417,536	\$26,378	\$27,631	\$27,684	\$28,448	\$28,482	\$28,519	\$27,777	\$27,777	\$27,830	\$27,799	\$27,799	\$28,023	\$0	\$334,144	\$52,900

OPERATING EXPENSES & EQUIPMENT(O&E)	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
General Expense ¹	\$156,723	\$13,423	\$985	\$6,000	\$13,423	\$27,016	\$0	\$16,737	\$29,630	\$9,000	\$36,799	\$695	\$0	\$0	\$153,707	\$3,016
Printing ²	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel In-State	\$60,000	\$2,750	\$6,076	\$1,396	\$0	\$13,296	\$5,057	\$16,801	\$0	\$0	\$7,141	\$1,822	\$8,582	\$0	\$62,921	-\$2,921
Training	\$30,000	\$0	\$3,450	\$1,360	\$0	\$399	\$0	\$0	\$1,150	\$0	\$600	\$1,809	\$0	\$0	\$5,209	\$24,791
Facility Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Consultnt & Prof, External ³	\$9,999	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,999
Legal	\$0	\$0	\$0	\$0	\$9,432	\$0	\$12,726	\$885	\$1,079	\$4,057	\$112	\$0	\$0	\$0	\$28,290	-\$28,290
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unallotted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total OE & E	\$256,722	\$16,173	\$10,511	\$8,756	\$22,854	\$40,711	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,127	\$6,595

DEPARTMENTAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
All Departmental Services	\$268,116	\$0	\$0	\$0		\$0	\$5,048	\$4,090	\$4,524	\$4,402	\$5,189	\$0	\$0	\$0	\$23,25	\$89,653

TOTAL DIRECT BUDGET	Allotment
Total Direct Budget	\$942,374.00

MHBG funded employees (1 EO, 1 SMHS*, 1 HPS I) *SMHS position vacant for the full fiscal year

1 This line item covers supplies, equipment, 60% of October 2023 meeting venue and A/V costs, 100% of January 2024 meeting venue and A/V costs, 60 %Public Forums , and 60% Exhibits.

2 Computer-related office supplies (i.e. toner) and copy machine maintenance agreement deliverables

3 This line item has the following encumbrances for FY23-24 cost for OSP services for new marketing materials

Allotments based on BFS

CBHPC MHSA Expenditures FY 2023-24																
PERSONAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
Salaries	\$375,311	\$28,954	\$28,954	\$28,623	\$29,782	\$28,979	\$29,289	\$28,573	\$29,004	\$28,954	\$34,638	34,638.00	\$34,613	\$0	\$365,001	\$10,310
Temporary Help	\$0	\$2,617	1,980.30	2,400.53	2,415.11	2,409.97	2,384.97	1,571.33	1,786.58	1,913.08	1,947.01	2,096.54	\$2,385		\$25,908	-\$25,908
Staff Benefits	\$190,787	\$15,643	\$15,634	\$15,275	\$15,679	\$15,642	\$15,384	\$14,848	\$15,061	\$15,061	\$18,451	\$18,453	18,921.06	\$0	\$194,049	-\$3,262
Total Personal Services	\$566,098	\$47,214	\$46,568	\$46,298	\$47,876	\$47,031	\$47,058	\$44,992	\$45,851	\$45,928	\$55,036	\$55,187	\$55,919	\$0	\$584,958	-\$18,860

OPERATING EXPENSES & EQUIPMENT(O&E)	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
General Expense ¹	\$122,450	\$8,948	\$1,420	\$4,000	\$970	\$18,011	\$0	\$12,139	\$10,980	\$8,690	\$23,067	\$0	\$8,582	\$0	\$96,807	\$25,643
Printing ²	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$375	\$0	\$359	\$0	\$734	-\$734
Communications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel In-State	\$40,000	\$0	\$4,568	\$3,066	\$595	\$10,026	\$5,549	\$8,719	\$5,418	\$8,993	\$5,645	\$5,081	\$9,037	\$0	\$66,697	-\$26,697
Training	\$20,000	\$0	\$1,000	\$340	\$1,000	\$798	\$0	\$0	\$4,578	\$0	\$0	-\$550	\$0	\$0	\$7,166	\$12,834
Facility Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Consultnt & Prof, External ³	\$162,150	\$0	\$7,380	\$0	\$0	\$3,225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,625	\$27,230	\$134,920
Other items	\$0	\$0	\$0	\$0	\$0	\$0	\$99	\$0	\$58	\$0	\$0	\$0	\$16	\$0	\$173	-\$173
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unallotted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total OE & E	\$344,600	\$8,948	\$14,368	\$7,406	\$2,565	\$32,060	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198,807	\$145,793

DEPARTMENTAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
All Departmental Services	\$347,004	\$6,877	\$10,520	\$12,432	\$14,981	\$11,411	\$15,603	\$11,203	\$12,996	\$8,077	\$16,771	\$14,754	\$966	\$0	\$136,588	\$210,416

TOTAL DIRECT BUDGET	Allotment
Total Direct Budget	\$1,257,702

MHSA funded employees (1 SSM II, 1 RA II, 1 SSA/AGPA, 1 AGPA and 1 HPS II, 1 Seasonal Clerk)

1 This line item covers supplies, equipment, 40% of meeting venue and A/Vcosts, etc.

2 Computer-related office supplies (i.e. toner) and copy machine maintenance agreement deliverables

3 This line item is only for contracts and includes \$7,380 for All American Reporting-Public Forum transcription servcies and has the encumbrances for FY 23-24 pending contracts. These funds cannot be redirected to other expenses.

Allotments based on BFS

CBHPC MHSA Expenditures FY 2024-25																
PERSONAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
Salaries*	\$0	\$34,638	34,638.00	\$34,613	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$103,889	-\$103,889
Temporary Help	\$0	\$1,576.00	\$1,632.00	\$2,188	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,396	-\$5,396
Staff Benefits*	\$0	\$18,451	\$18,453	18,921.06	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,824	-\$55,824
Total Personal Services*	\$0	\$54,665	\$54,723	\$55,722	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$165,109	-\$165,109

OPERATING EXPENSES & EQUIPMENT(O&E)	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
General Expense ^{1*}	\$0	\$0	\$0	\$4,958	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,958	-\$4,958
Printing ²	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel In-State*	\$0	\$0	\$196	\$1,153	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,349	-\$1,349
Training*	\$0	\$0	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	-\$300
Facility Operations*	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Consultnt & Prof, External ^{3*}	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other items	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unallotted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total OE & E*	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,607	-\$6,607

DEPARTMENTAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
All Departmental Services*	\$0	\$843	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,643	-\$2,643

TOTAL DIRECT BUDGET	Allotment
Total Direct Budget*	\$0

MHSA funded employees (1 SSM II, 1 RA II, 1 SSA/AGPA, 1 AGPA, 1 HPS II, and 1 Seasonal Clerk)

1 This line item covers supplies, equipment, 40% of meeting venue and A/V costs, etc.

2 Computer-related office supplies (i.e. toner) and copy machine maintenance agreement deliverables.

3 This line item is only for contracts. These funds cannot be redirected to other expenses.

*FY 2024-25 allotments have not been provided.

CBHPC SAMHSA Expenditures FY 2024-25																
PERSONAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
Salaries*	\$0	\$17,202	\$17,202	\$17,462	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$51,867	\$170,375
Staff Benefits*	\$0	\$10,596	\$10,596	\$10,560	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$31,752	\$133,050
Total Personal Services*	\$0	\$27,799	\$27,799	\$28,023	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$83,620	\$303,425

OPERATING EXPENSES & EQUIPMENT(O&E)	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
General Expense ^{1*}	\$0	\$0	\$0	\$7,437	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,437	-\$7,437
Printing ^{2*}	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel In-State*	\$0	\$379	\$1,325	\$1,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,836	-\$2,836
Training*	\$0	\$1,360	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,860	-\$1,860
Facility Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Consultnt & Prof, External ^{3*}	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unallotted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total OE & E*	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,133	-\$12,133

DEPARTMENTAL SERVICES	Allotment	July	August	September	October	November	December	January	February	March	April	May	June	Close-out	Total	Balance Remaining
All Departmental Services*	\$0	\$2,695	\$3,782	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,477	\$106,429

TOTAL DIRECT BUDGET	Allotment
Total Direct Budget*	\$0

MHBG funded employees (1 EO and 2 HPS I*) *1 HPS I position will be vacant until January 2025.

1 This line item covers supplies, equipment, 60% of meeting venue and A/V costs, 60 %Public Forums, and 60% Exhibits.

2 Computer-related office supplies (i.e. toner) and copy machine maintenance agreement deliverables.

3 This line item is only for contracts. These funds cannot be redirected to other expenses.

*FY 2024-25 allotments have not been provided.

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, October 16, 2024

Agenda Item: Council Membership Update

Enclosures: [Council Appointment List](#)

Background/Description:

To ensure fulfillment of the provisions in Welfare and Institution Code Section 5771, Council staff updates the Executive Committee on appointments at each quarterly meeting. The Executive Committee reviews membership needs and identifies any actions needed.

There are currently two vacancies in the Council's membership. The vacancies are for one (1) Direct Consumer and (1) Family Member. The Chief of Operations (COO) continues to seek assistance from partner organizations to recruit to fill these vacancies.

Activities After the June 2024 Meeting

- CBHPC staff Ashneek Nanua hosted an exhibit table at the National Alliance on Mental Health (NAMI) CA 2024 Conference October 3-4, 2024, to network with potential family member applicants.
- CBHPC staff Naomi Ramirez and Simon Vue hosted an exhibit table at the Strength & Sustainability Conference October 7, 2024, to network with potential consumer applicants.
- The COO continues to outreach to partners to assist with identifying a Transitional Age Youth (TAY) to fill our current consumer vacancy.
- Continued engagement and relationship building with local Peer Client Councils and Behavioral Health Youth Advisory Boards.

October 2024 Summary of Council Member Activity:

Separations

None

New Members

Lanita Mims-Beal- Parent/Family Member of Child with SED

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, October 16, 2024

Agenda Item: Behavioral Health Services Act (BHSA) & Behavioral Health Bond (BHB) Implementation Prioritization (Action)

Enclosures: CBHPC Areas of Interest Crosswalk

Background/Description:

In June of 2024 the Officer Team established an Ad Hoc working group to guide the California Behavioral Health Planning Council's advocacy efforts around the implementation of Proposition 1, now referred to as the Behavioral Health Transformation.

On August 8, 2024, the Executive Committee held an in-between meeting that included a discussion about the Council's concerns in the components of Behavioral Health Transformation (Proposition 1) specifically Senate Bill 326 and Assembly Bill 531.

Executive Committee members agreed the council should consider and discuss the following:

- Identification of sections and topics in SB 326 & AB 531 of interest and/or concern.
- Prioritization of the sections and topics identified by the Council.
- Assigning a committee to focus on the substance use disorder component of the Behavioral Health Services Act (SB 326).
- Development of a chart/crosswalk of priorities including identification of the committees they align with.
- Inclusion of the consumer and family member voice in policy recommendations.

Council staff have created a crosswalk to assist in the identification of Council priorities. The enclosed document will be added to as Council Members identify sections of or topics addressed in SB 326 and AB 531 to be considered.

Prioritization of Sections for BHSA			
Topic	Code Section(s)	Relevance to Council	Recommendation of Committee Responsibility
Definitions of who can be served under BHSA	SEC 2(b); SEC 12 4094 (f)(1)(B); SEC 12 4094 (h); 4096.5(b); SEC 38 5806(a),(2)(a),(D)(E)(5)(7)(8)(9)(10); SEC 46 5835(2)(A); SEC 50 5840(E)(i)(ii) and (c)(3); SEC 53 5840.6(c)(1) and (f)(2); SEC 55 5840.7(a) (1)(3)(6); SEC 76 5868(a)(2)(A)(D)(3)(4)(5)(8)(9)(10); SEC 78 5878.1(a); SEC 80 5878.3 (a); SEC 81 5878.3(a)(1)(A)(c); SEC 95 5892(d) and (L)(7)		
FSPs and restrictive nature of who is eligible/time limitations	Part 4.1: 5887(d)(1) ; 5887.1; SEC 95 5892(a)(2A)		
Data	SEC 109 WIC 5963.02 (4), WIC 5963.04 (2); SEC 18 WIC 5604.2 (a)(7); SEC 25 WIC 5610 (b)(1); SEC 27 WIC 5613, SEC 30 WIC 5664 (a)		

Topic	Code Section(s)	Relevance to Council	Recommendation of Committee Responsibility
Outcomes	SEC 64. WIC 5848 (c),(e); SEC 84 WIC 5886 (k)(1); SEC 113 WIC 14707.5 (b)(2), (c), (d), (e)(1); SEC 114 WIC 14707.5; SEC 25 WIC 5610 (b)(1)		
Integrated Plan	SEC 40 5813.5 (d)(g)(4); SEC 5847; SEC 95 5892(a)(1)(B)(C); Chapter 3 Article 2 5963, 5963.01, 5963.02, 5963.03, 5963.04, 5963.05		
Engaging Stakeholders	SEC 38 WIC 5806 (1); SEC 64 WIC 5848 (a); SEC 95 WIC 5892 (5)(C)(2)		
Statewide Workforce	SEC 2(e); 1095.5(a)(1); SEC 12 4094 (f)(1)(C)(D); SEC 38 5806 (C) and (b)(c); SEC 42 5830 (c)(3); SEC 53 5840.6(c)(4)(6); SEC 66 5848.5(b)(3)(4)(8-b-iv-vi); SEC 55 5840.7(c); SEC 95 5892(f)(1)(D) and (L)(5)		

Topic	Code Section(s)	Relevance to Council	Recommendation of Committee Responsibility
Housing Continuum	WIC 5830 (a) (1) Section 5892 (a) (1) (A)		
Implementation of SUD services in all parts of the mental health service system	SEC 2(b); SEC 40 5813.5(j)(k); SEC 50 5840(a)(1),(3), and (e); SEC 53 5840.6(e)(4); SEC 55 5840.7(a)(1)(5); SEC 81 5878.3(d)(2); SEC 90 5891(a)(1); SEC 92 5891.5(a)		
Effective collaboration with partners in the behavioral health transformation for a statewide plan that serves all Californians	SEC 109 5963.06. (c)(11); SEC 58 WIC 5845 (f)(13), (g)(1)		
Behavioral Health Board	SEC 15 WIC 5604; SEC 19 WIC 5604.2; SEC 109 WIC 5963.03 (b)		

Prioritization of Sections for BHIBA			
Topic	Code Section(s)	Relevance to Council	Recommendation of Committee Responsibility
Types of facilities eligible on the bond	Section 5965.04 (a) (3)		

**California Behavioral Health Planning Council
Executive Committee**

Wednesday, October 16, 2024

Agenda Item: Committee Meeting Facilitation

Enclosures: Motions Cheat Sheet

Housekeeping PowerPoint

Background/Description:

During the April mentorship forum committee chairpersons made recommendations for the facilitation of meetings that included the development of documents to be used at quarterly meetings.

At the June 2024 meeting the Executive Committee reviewed the documents created based on the recommendations in April, which included a Motion Process Cheat Sheet and a Housekeeping PowerPoint. The committee meeting facilitation documents were discussed and approved for use during the June committee meetings.

Following the committee meetings, Council Members voiced concerns about language about committee member participation included in the Housekeeping PowerPoint. Council staff revised the PowerPoint based on the feedback received. In August 2024, the Executive Committee reviewed and discussed the revised version. Following the August meeting the language on slides 3 and 4 of the Housekeeping PowerPoint was edited to address members concerns. These edits are included in the enclosed PowerPoint and shown below:

Slide 3 of Housekeeping Slide (read by committee staff)

Committee members are encouraged to actively participate in discussions and contribute to the conversation.

For virtual participants, please use the “raise hand” function on Zoom and remain muted until called upon. For in-person attendees, please place your name tent upright on the table when you wish to speak.

The Chairperson or meeting facilitator will do their best to call on members in the order their tents or hands were raised. However, priority may be occasionally given to those who have not had an opportunity to speak. Please state your name when you are called upon to speak.

Slide 4 of Housekeeping Slide (read by committee staff)

To promote equitable participation, learning, and input from all members during committee discussions, we kindly ask that the following recommendations, which were established by the Executive Committee are followed:

- Questions or comments should be directly related to the topic under discussion. This helps maintain focus and ensures that our conversations are productive and stay on topic.
- To allow everyone an opportunity to participate, we encourage members to initially limit themselves to one (1) question or comment per agenda item.
- If time permits, we may welcome additional questions and/or comments from members who have already contributed.
- Committee members may submit outstanding questions on index cards provided by our staff. Questions will be forwarded to the presenter, and responses will be compiled and shared with the entire committee via email following the meeting.

During this agenda item committee members will have an opportunity to review the enclosures and request any additional revisions. Staff will begin presenting the PowerPoint at the beginning of each committee meeting if there is consensus to move forward with the edited language. Committee Chairpersons will inform committees of the agreed upon housekeeping guidance at the beginning of their committee meeting. See suggested script below:

Introduction of the Housekeeping Presentation (read by Committee Chairperson)

The Executive Committee spent time at the last 3 meetings developing recommendations for participation at the committee meetings. The final guidance is outlined in our Housekeeping Presentation which will be presented by committee staff at the beginning of each committee meeting.

CBHPC Motion Process at a Glance

1. When called on, the member clearly states the motion.
2. Any member may call out “second” to support the motion.
If the motion isn’t seconded, it dies.
3. The Chairperson reads the motion out loud and asks the member who made the motion if they wish to speak to the motion to open the discussion.
4. The Chairperson then opens discussion for all members.
5. The Chairperson asks for Public Comment on the motion.
6. The motion is read out loud by the Chairperson or staff person.
7. A roll call vote is then taken by Council staff.
 - Voting options are: “yes”, “no” or “abstain”. Abstentions go with the majority.
8. The Chairperson announces the results of the vote.
 - If the majority vote “yes”, the motion is approved/passes.

If a member wishes to change the Motion being Discussed:

- The member states, “I wish to amend the motion” then clearly states the amendment.
- The person who made the motion can accept the amendment. If accepted, proceed with steps 2-7. If not accepted, a vote is taken on the original motion.

If a member wishes to end the debate during Motion Process:

- The member states “I move the previous question”.
- If this motion is seconded, a vote is taken on whether to end discussion.
- Members in favor of ending the discussion vote “yes”.
- If two thirds of the members vote “yes”, the chairperson proceeds with step 5 of the motion process.

Items publicly representative of Council’s Opinion/Position

Require a Motion including:

- | | | |
|------------|-------------------|----------------|
| • Reports | • Workplans | • Expenditures |
| • Charters | • Policy Platform | • Letters |

Minutes are accepted and do not require a motion. 29

[Insert Month] Quarterly Meeting



**California Behavioral Health
Planning Council**

ADVOCACY • EVALUATION • INCLUSION

[Insert Date]

Executive Committee



**Scan QR Code for
Meeting Materials**

Housekeeping

Meeting Etiquette

- Meeting will start and end promptly at the scheduled time.
- Committee members sit at the table.
- There are chairs around the perimeter of the room for the public.
- All members and public attendees must wait to be called on to speak.
- Zoom participants must stay on mute unless they have been called upon.
 - If you are calling in and wish to raise your hand press *9.
 - Dial *6 to mute and unmute yourself.

General

- Breaks- There will be two 10-Minute breaks
- Restroom location
- Snack location

Housekeeping

Committee Member Participation

Committee members are encouraged to actively participate in discussions and contribute to the conversation.

For virtual participants, please use the “raise hand” function on Zoom and remain muted until called upon. For in-person attendees, please place your name tent upright on the table when you wish to speak.

The Chairperson or meeting facilitator will do their best to call on members in the order their tents or hands were raised. However, priority may be occasionally given to those who have not had an opportunity to speak. Please state your name when you are called upon to speak.

Housekeeping

To promote equitable participation, learning, and input from all members, the Executive Committee proposes the following recommendations:

- We kindly ask that all questions or comments be directly related to the topic under discussion. This helps maintain focus and ensures that our conversations remain productive and on-track.
- To allow everyone an opportunity to participate, we encourage members to initially limit themselves to one (1) question or comment per agenda item.
- If time permits, we may welcome additional questions and/or comments from members who have already contributed.
- For any outstanding queries, committee members are welcome to submit them in writing on index cards provided by our staff. These will be forwarded to the presenter, and responses will be compiled and shared with the entire committee via email following the meeting.

Public Participation

- There are designated times on the agenda for general public comment.
- The Chairperson or meeting facilitator will open the floor for public comment before the committee takes a vote on any action item.
- In-person attendees can raise their hand to provide public comment and committee staff will bring them a microphone.
- Virtual participants must use the raise hand function on Zoom and should remain on mute until called upon.
- The Chairperson or meeting facilitator will call on participants in the order their hands/name tents were raised.
- Participants are limited to 1 question or comment during each comment period to ensure all have an opportunity to speak.
- Public comment is limited to 2 minutes maximum but may be adjusted at the discretion of the facilitator.

Announcements

Workgroups

- Children & Youth
 - Wednesday [date] 12:10 PM – 1:10 PM, [Room]
- Substance Use Disorder
 - Thursday [date], 12:10 PM – 1:10 PM, [Room]
- Reducing Disparities
 - Thursday [date], 12:10 PM – 1:10 PM, [Room]

Lunches

- Lunches for workgroup members will be [location].
- Once all members that placed an order have received their lunches, any additional lunches will be available.

BREAK WILL END IN

09:59

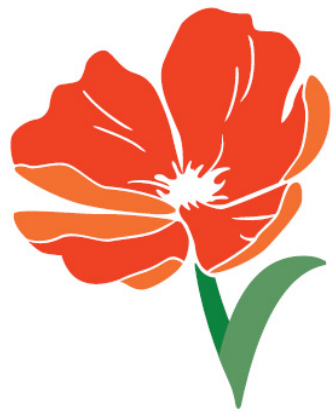
02:22

PUBLIC COMMENTS

01:55

01:22

Limited to 2 min max per person to
allow time for all who wish to speak



California
Behavioral Health
Planning Council

ADVOCACY • EVALUATION • INCLUSION

**FOLLOW
US ON
FACEBOOK**

@cbhpc.ca.gov



California Behavioral Health Planning Council Executive Committee

Wednesday, October 16, 2024

Agenda Item: Appointment Categories (Action)

Enclosures: Council Composition Requirements

Background/Description:

In April the Executive Committee discussed the Council's appointment categories. The composition of the Council is outlined in Public Law 103-321 and Welfare and Institutions Code section 5771. The Substance Abuse and Mental Health Services Administration (SAMHSA) also has requirements for the Council's composition. However, the terms used to describe these categories are not prescribed.

The current appointment categories are:

- Family Member Parent of Severe Emotional Disturbance (SED) Child
- Family Member
- Direct Consumer
- Consumer Related Advocate
- Professional Provider
- Representative from the California Coalition on Mental Health
- State Representative

The Executive Committee agreed that the "Direct Consumer" title does not accurately describe persons who are appointed with past lived experience. They also acknowledged that members within that appointment category do not feel that title best describes them.

At the June 2024 meeting members discussed the State and Federal laws regarding the Council's composition and the guidance provided by SAMHSA, which are outlined in the enclosure. Additionally, members reviewed other state's Council membership categories and discussed new potential titles for the "Direct Consumer" category. Options considered include:

- Consumer
- Peer
- Person with Lived Experience
- Adult with Lived Experience

- Youth/Young Adult with Lived Experience
- Person with Lived Experience of Mental Illness
- Person with Lived Experience of Substance Use Disorder
- Adult with Serious Mental Illness
- Adult in Substance Use Disorder Recovery

As a result of the discussion, members requested that staff research if laws outlining the Council's composition have changed and if someone in this appointment category could only have lived experience of substance use disorder. Following the meeting staff reviewed the State and Federal laws regarding our composition and the guidance provided by SAMHSA and confirmed the following:

- Federal Law has not changed and states: "Adults with serious mental illnesses who are receiving (or have received) mental health services."
- SAMHSA Guidance was updated in May 2024 and reflects the same language as Federal Law.
- State Law was updated in 2018 and states: "Members of the planning council shall be appointed in a manner that will ensure that at least one-half are adults with serious mental illness, including persons who are dually diagnosed with serious mental illness and substance use disorders, family members of persons with serious mental illness, including adults who are dually diagnosed with serious mental illness and substance use disorders, family members of children with emotional disturbance, and representatives of organizations advocating on behalf of persons with mental illness, including persons who are dually diagnosed with mental illness and substance use disorders. Persons with serious mental illness, including persons who are dually diagnosed with serious mental illness and substance use disorders, and family members shall be represented in equal numbers."

Based on state law, we can appoint persons with lived experience of substance use disorder if it is co-occurring with a mental illness.

In addition, it was decided at the June meeting that we should change the "Consumer Related Advocate" title when the "Direct Consumer" category changes. A recommendation was for the category to be changed to "Advocate".

Based on the research conducted after the last meeting, the options for the "Direct Consumer" appointment categories that meet membership requirements and were the most favored at the last meeting are "Peer" and "Person with Lived Experience".

The goal of this agenda item is to:

- Discuss and decide on name changes for the Direct Consumer and Consumer Related Advocate appointment categories.
- Discuss the process to inform the full council membership.

The Executive Committee will vote on new appointment categories.

Council Composition Requirements

State Requirements

WELFARE AND INSTITUTIONS CODE – WIC DIVISION 5. COMMUNITY MENTAL HEALTH SERVICES 5771.

(a) Pursuant to Public Law 102-321, there is the California Behavioral Health Planning Council. The purpose of the planning council shall be to fulfill those mental health planning requirements mandated by federal law.

(b) (1) The planning council shall have 40 members, to be comprised of members appointed from both the local and state levels in order to ensure a balance of state and local concerns relative to planning.

(2) As required by federal law, eight members of the planning council shall represent various state departments.

(3) Members of the planning council shall be appointed in a manner that will ensure that at least one-half are adults with serious mental illness, including persons who are dually diagnosed with serious mental illness and substance use disorders, family members of persons with serious mental illness, including adults who are dually diagnosed with serious mental illness and substance use disorders, family members of children with emotional disturbance, and representatives of organizations advocating on behalf of persons with mental illness, including persons who are dually diagnosed with mental illness and substance use disorders. Persons with serious mental illness, including persons who are dually diagnosed with serious mental illness and substance use disorders, and family members shall be represented in equal numbers.

(4) The Director of Health Care Services shall make appointments from among nominees from various constituency organizations for mental health or mental health and substance use disorders, which shall include representatives of consumer-related advocacy organizations, representatives of professional and provider organizations for mental health or mental health and substance use disorders, and representatives who are direct service providers from both the public and private sectors. The director shall also appoint one representative of the California Coalition on Mental Health.

Federal Requirements

42 USC 300x-3 PUBLIC LAW 102-321-JUL. 10, 1992 - SEC. 1914. STATE MENTAL HEALTH PLANNING COUNCIL

(c) Membership In general a condition under subsection (a) of this section for a Council is that the Council be composed of residents of the State, including representatives of:

1. The principal State agencies with respect to:
 - Mental health, education, vocational rehabilitation, criminal justice, housing, and social services; and
 - the development of the plan submitted pursuant to title XIX of the Social Security Act [42 U.S.C. 1396 et seq.];
2. Public and private entities concerned with the need, planning, operation, funding, and use of mental health services and related support services.
3. Adults with serious mental illnesses who are receiving (or have received) mental health services
4. the families of such adults or families of children with emotional disturbance.

SAMHSA Requirements

SAMHSA STATE PROGRAM IMPROVEMENT TECHICIAL ASSISTANCE PROJECT- STATE BEHAVIORAL HEALTH PLANNING COUNCILS- INTRODUCTORY MANUAL- APRIL 2023

People who are neither state employees nor providers of mental health services must, by statute, make up at least 50 percent of the council. The statute specifies that the membership must include people who meet the following criteria:

- Adults with SMI who are receiving (or who have received) services
- Families of such adults or children with SED

Further, the statute specifies that the planning council must include adequate representation of parents of children with SED in relation to other members of the council. SAMHSA recommends that councils include more than one parent representative.